

B.O.M. School Plan for School Year 14/15.

School Mission Statement:

Ss. Peter & Paul's C.B.S. is a Catholic boys only school committed to the mission of nurturing the whole child – spirit, mind and body. It seeks to welcome and accommodate the beliefs and customs of children of other faiths and cultures.

The staff of the school aims to ensure that the boys graduate from the school with a healthy sense of confidence and a willingness to face the future with self discipline and a deep respect for themselves, others and the environment.

Parents are acknowledged as their children's primary educators and, as such, are encouraged and facilitated to work together with teachers for the benefit of their children.

Each pupil is encouraged to develop all his talents – academic, creative, spiritual and physical. The school endeavours to value all children equally in accordance with the values of the Gospel.

Introduction:

The following is an outline of the B.O.M.'s Plan for the school year 14/15. This plan is set within the framework of the Catholic church's vision of education. It has been formulated within the context of the school's mission statement.

The following is a list of B.O.M., Staff & Parents' Council members:

Board of Management.

Patron's Reps:	Siobhán Ambrose (Chairperson) Canon Brendan Crowley.
Parents' Reps:	Triona Walsh. Seamus Quigley.
Teachers' Reps:	Yvonne Moran (Secretary to B.O.M.) Eddie Kearney
Community Reps:	Ann Deady. Donald Binchy.

STAFF.

Principal:	Yvonne Moran.
Deputy Principal:	Eddie Kearney (6 th Class/Room 15) Catherine Kearney (Learning Support/Room 2) Jimmy Fenlon (4 th Class/Room 11) Cathal Ryan (Learning Support/Prayer Room) Roz Browne (H.S.L.C./Room 6)

Margaret Power (EAL/Room 5)
Kay Cooney (1st Class/Room 4)
Fiona Donnelly (Resource/Room 13)
Michael Ring (5th Class/Room 12)
Michelle Marnane (Jun Infs./Room 6 N.S.)
Deirdre Lawlor (Sen Infs/Room 2N.S.)
Dymphna O Dea (Sen Infs./Room 3N.S.)
Aisling Kearney (1st Class/Room 9)
Jennifer O'Donnell (Jun Infs/Room 1N.S.)
Orla Tobin(2nd Class/Room 10)
Lisa O'Brien (Learning Support/Library)
Christopher Ryan (3rd Class/Room 3)
Padraig Larkin (Learning Support/Room 8)
AN Other (2nd class/Room 14)

S.N.A.'s
Monica Harvey
Stella O Sullivan
Audrey Power

Office: Valerie Clancy

Caretaker: Oliver Lanigan

Janitorial Staff: Linda Barry
Michael Power

Parents' Council.

Chairperson: Noel O'Connell
Vice-Chairperson: Christine O'Donoghue
Secretary: Carmel Kelly
Ass Secretary: Brenda Leo
Treasurer: Susan O'Reilly
B.O.M. Rep: Cathriona Walsh
B.O.M. Rep: Seamus Quigley
Committee: Grainne Dillon
Helen Brigdale

Ancillary Staff.

P.E. Karen Morrissey
Niall Walsh
Declan

Music: Peter Taylor

1. Catholic Schools Partnership: (c.f. School Mission Statement).

Over the past few years the B.O.M. has engaged with the stake holders in education (parents, staff, students) in the process of discernment vis-à-vis what is the nature and purpose of a Catholic schooling system. Five main areas have been the basis for reflection, after which a report was drawn up and forwarded to the school patron, Bishop William Lee.

The five areas of reflection are:

- a. We are called to be followers of Christ
- b. We have a Catholic understanding of Education
- c. The School is a Christian Community
- d. The school is an agent of personal growth and social transformation
- e. Religious education is an integral part of the life of the school

This process of reflection is facilitated by Catherine Kearney, a senior member of the teaching staff.

This year we are working on area'd' by continuing Our 'Green Flag' programme, implementing the Health Promoting Schools Initiative and the Active Schools Programme.

2. Information Booklet.

The Board will make available to the school community an Information Booklet containing such items as:

- School's Historical background
- School Ethos Statement
- Role of B.O.M./Parents' Council
- School Timetable
- School Curriculum
- School Policies (e.g. Enrolment/Code of Conduct etc)
- Website information

This Information booklet is updated yearly, as are school policies, when appropriate.

3. Students.

The Board will offer every assistance to the principal and school staff in ensuring that the students receive the kind of education that will help them to grow mentally, physically and morally, in accordance with the school's ethos and Pastoral Care Policy using whatever resources, financial or otherwise, available to the Board. It will seek to ensure that a comprehensive curriculum is taught to the students in accordance with the norms laid down by the Department of Education & Skills.

- Comprehensive Curriculum policies have been formulated and will continue to be reviewed (c.f. Policies)
- All children will be offered a free lunch during the course of the school year.
- Children will be expected to abide by the school's Code of Conduct/Attendance Policy.
- A Homework Club will be held after school on Tues/Wed/Thurs and supervised by members of staff. Children attending this club will be chosen on a needs basis (40 max).
- A Data Base will be maintained and updated on students containing the following information:
 - Name
 - D.O.B.
 - Address
 - Medical Condition (if appropriate)
 - Attendance
 - Assessment results
 - Parent/Teacher meetings
 - Religion
 - Date of Baptism
 - Parents Name/Work Status
- A Pupil Profile will be maintained on each class group from Junior Infants to 6th class containing the following information on each pupil:
 - Name
 - D.O.B
 - Teacher's Name
 - Assessment Results
 - Attendance
 - Suspensions (if applicable)
 - Parent meeting details
- A Behaviour File will be kept on each child from (1st to 6th Class) containing the following:
 - Minor misdemeanours (9 entries before suspension)
 - Serious misbehaviour(3 entries before suspension)
 - Gross misbehaviour(1 entry before suspension) (c.f. Code of Behaviour)

N.B. The school's Child Protection Policy will be at the heart of the Board's duty of care towards all children.

4. Staff Development.

The B.O.M., with the resources made available to it will work towards ensuring the on-going development of staff. The following strategies will apply:

- Regular staff meetings
- Encourage staff to avail of on-going training and financing same(resources permitting)

- Facilitate the moral development of staff
- Ensure policies and structures are in place to ensure the safety and welfare of staff
- Mentoring new staff members
- Ensure that the staff is made aware of Rules and Regulations pertaining to their employment and adhere to same. (Teaching Council Code of Behaviour).
- Ensure staff has input into policies and developments affecting their working conditions and conditions of employment
- The Board will seek to act within the spirit of the school's Pastoral Care Policy.
- In-service for staff will be encouraged and facilitated during the school year.

5. Parents and Parents' Council.

The B.O.M. recognises the indispensable role played by parents and the Parents' Council in the education of their children. The Board consequently will endeavour to employ the following strategies to ensure same:

- Put in place lines of communication between the B.O.M. and Parents' Council/Parents
- Support the role and work of the Parents' Association
- Ensure the Parents' Council have an input into appropriate policy formulation.
- Support the Parents' Council in arranging talks/seminars geared towards parents' needs.
- The Home/School/Community Organisation, Roz Browne will work closely with the Parents' Council when organising courses for parents
- Reports from Parents' Reps on B.O.M. to the Board re workings of the Parents' Council will be discussed at BOM meetings
- Regular meetings between Parents' Council reps and the school principal.
- School newsletter published twice a year coordinated by Eddie Kearney (Post Holder). This will be sent to parents.
- Parent/Teacher meetings will be held in November (Sen Infs to 6th Class) and February (Jun Infs) at which teachers/parents can disseminate relevant student information.
- The principal will communicate with the parents during the course of the school year through newsletter/e-mail/phone/fax/website/media
- At the end of each Board meeting the Board will agree on items of information that can be relayed to parents and staff.
- Assessment results (e.g. Drumcondra) and school reports will be issued to parents at the end of the school year.
- The following is the programme of events planned by the Parents' Council for the coming year: Wish List, Cake Sale, Easter Raffle, Church Gate Collection, Graduation Night, Book Rental, Calendars.

6. Finances.

- Given the very poor level of financial resources made available to the Board vis-à-vis government funds, the Board will be limited in regard to funding school

projects once it has paid for basic items such as heating, lighting, cleaning, insurance, water, refuse and maintenance bills. Under present funding the Capitation grant is insufficient to pay for these basic items.

- At the end of the year the board will make available to the school community a Financial Statement.
- Any fund raising carried out by the Staff/Parents' Council or any financial donations to the school will be spent at the discretion of the Board and for the purpose for which funds have been raised.
- Grants for D.E.I.S. will be spent at the discretion of the school principal, often in consultation with the school staff, and in accordance with guidelines laid down by the Department: e.g.
 - Supporting the children most in need through a focused response.
 - Identifying the needs of the individual targeted pupils – especially needs relating to literacy and numeracy but also social and personal needs – and develop strategies that best meet these needs.
 - Providing opportunities for mentoring at a number of levels – pupil/pupil, teacher/pupil, parent/pupil, community person/pupil, higher level student/pupil, business community/pupil.
 - Giving children access to cross-curricular literacy projects, Music, Art, Dance, Drama, ITC, Media Studies and Life Skills.
 - Developing and enhancing staff attitudes, skills and ways of working with marginalised children and their families.
 - Generating school and community related social, sport and leisure activities.
 - Offering after school and holiday time support – for literacy and numeracy development as well as homework support, social and personal development and arts activities.
 - Involving parents in their children's learning and developing their confidence and capabilities in their role as primary educators.
 - Developing a local strategy of planning, implementing and reviewing actions and supports.
- An account containing monies, contributions for school outings/buses/books etc collected from parents will be kept in another account (Requisite Account). This money will be spent for the intended purposes.

7. Policies.

During the school year 13/14 the Board will continue to engage with the Principal, staff and Parents' Council in the on-going formulation/development/review of school policies. This coming year the Board will seek to review/develop the following policies:

- Child Protection
- Anti-Bullying
- Code of Behaviour
- Enrolment Policy
- Health Promotion Policy

The following Post Holders are responsible for formulation/development and review of the following curricular areas:

- Yvonne Moran: Ceol/Science/Art/Maths.
- Eddie Kearney: Gaeilge/English
- Catherine Kearney: History
- Jimmy Fenlon: Geography

Drama will be integrated into other subjects rather than being taught as a separate subject in order to allocate more time to literacy/numeracy.

8. SCHOOL SELF EVALUATION.

Having completed our School Improvement Report in the area of mathematics we are now implementing our School Improvement Plan in this area. We have reviewed our maths language and provided a copy of same to all parents. We have initiatives in place to encourage our pupils to improve their speed and accuracy at tables. We will proceed to focus on the area of problem solving during the year.

We now commence the process of gathering evidence for our English language report and School Improvement Plan. This report will be informed by test results, teacher feedback and parent and pupil surveys. We will formulate our English School Improvement Plan based on the evidence gathered.

9. Attendance.

- The Board has overseen the formulation of an Attendance Policy which it will monitor.
- The Board will seek to adhere to the norms of the Education Welfare Act. (Copy available on Department website)
- Five times a year a record of students' attendance will be submitted to the National Education Welfare Board.
- The Board, Principal and Staff will work in close co-operation with the education welfare officer, Damien White as outlined in the Attendance Policy.
- Damien White will address the staff on attendance issues if requested.
- The H.S.L.C. will liaise with the W.O.
- Attendance certificates(Gold and Silver) will be awarded for full/almost full attendance.

10. Home/School/Community Co-ordinator.

During the school year 13/14 the Board will monitor courses run for parents and will encourage them to participate in same. e.g.

- Pilates
- Computers
- Baking

- Local History
- Flower arranging
- Maths for fun
- Maths for parents of pupils in 3rd class
- English Language Classes
- Irish Classes
- Art/Craft
- Horticultural Project

At the end of the year the H.S.L.C. will submit a report to the Board.

11. Learning Support/Special Needs.

A comprehensive policy is in place dealing with this very important aspect of the curriculum (copy available on request).

The Board will support the on-going good work in this area during 13/14 by:

- Providing opportunities for in-service for teachers and Special Needs Assistants (S.N.A.'s).
- Sponsor psychological assessments of children if necessary (funds permitting)
- Ensure grants for Special Needs are appropriately spent
- Subsidise these grants if necessary (funds permitting)

Teachers:	Lisa O Brien	Resource
	Cathal Ryan	Learning Support/Resource
	Catherine Kearney	Learning Support
	Margaret Power	Learning Support
	Fiona Donnelly	Learning Support/Resource

12. Special Needs Assistants.

The Department has sanctioned four(4) S.N.A.'s to the school for 14/15. The Board will facilitate, in co-operation with the principal and teaching staff, the ongoing upskilling of the S.N.A.'s. This will be done primarily by:

- The S.N.A.'s having regular meetings with the Principal to discuss matters relevant to the role and functions of the S.N.A.'s
- Participation in meetings, when deemed appropriate by the principal, dealing with matters pertaining to a child/children assigned to the care of an S.N.A.
- The Board, through the principal, will seek to arrange for in-service for the S.N.A. team during 13/14.
- The Board will also provide for S.N.A.'s in consultation with the staff, to attend joint teacher/S.N.A meetings addressing appropriate policy matters.
- Ensure that the role of the S.N.A. is clearly outlined in any I.E.P.

13. Delivering Equality in the Education System (D.E.I.S.)

The Board will continue during 13/14 to support the principal and staff in the running of the D.E.I.S. programme by:

- Monitoring the Programme
- Receiving progress accounts from Principal/Staff.
- Over-see spending of D.E.I.S. grants
- Facilitating training of staff in line with D.E.I.S. objectives.

14. Education of Traveller Children.

The B.O.M. will support the teachers in the following aims.

- To enable these pupils to participate in the curriculum to the fullest of their potential.
- To develop self-esteem and positive attitudes about school and learning.
- To provide supplementary teaching and additional support in English and Maths.
- To prepare and implement individual work programmes where necessary for students.
- To promote collaboration among teachers with regard to policies on learning support for these pupils.
- To establish early intervention programmes designed to enhance learning and to prevent/reduce difficulties in learning.

15. Standardised Tests: (English/Maths/Irish).

These tests will be administered to pupils from 1st to 6th class in June. Results 2nd/4th/6th will be forwarded to the Department in June. These results will also be made available to the parents and the B.O.M. each June.

Results from Standardised Tests will aid teachers in reviewing policies in these three subject areas.

16. Parental Role.

Parents will be encouraged and facilitated by the B.O.M. to become actively involved in their children's education by:

- Arranging Parent/Teacher meetings
- Use of Homework Journal to communicate information of child's progress to parents
- Invitation to parents to participate in relevant school based courses organised by the H.S.C.L. in e.g. Maths, English etc.
- Encourage parents to ensure children attend school.
- 1st to 6th class Parent/Teacher meetings will be held in December and Infant Parent/Teacher meetings will be held in February.

- Encourage parents to become actively involved in the Parents' Council

17. Green Flag.

- The Board supports the school's involvement in the Green Flag Initiative. A committee involving staff members and pupil representatives from 1st to 6th classes will lead the programme.

18. Health Promoting Schools.

- Staff members A. Kearney, J. O'Donnell, and Chis Ryan will lead Health Promotion in the school. This will involve a new Healthy Eating Policy as well as fitness activities and a Fun for all Day.

19. Active Schools Flag.

- We have a very proud sporting tradition here in Ss. Peter & Paul's and all our pupils are encouraged to engage in the active play in the yard. This year Ms. Lawlor and Ms. O'Brien will lead a committee of students from 1st to 6th class towards acquiring an Active Schools Flag.

20. Chess Club.

- Mr Chris Ryan plans to start a chess club for pupils from 3rd to 6th class during this school year. The skill of playing chess involves strategic planning and will provide a great challenge for our pupils. It is also an interest for life

21. School Secretary (Valerie Clancy).

- The Board will support in every way possible the role and functions of the school secretary in line with her terms of contract and all legislation pertaining to her employment.
- The secretary will be facilitated to attend any in-service training appropriate to her employment (e.g. Accounting, returns to Dept etc)
- Such courses will be arranged, if necessary, during 13/14 by the school principal in consultation with the school secretary.

22. School Caretaker (Oliver Lanigan).

- The Board through the school principal, will seek to ensure that the role and functions of the school caretaker will continue to benefit the functioning of the school.
- The Board will arrange for Jack Somers (Fire Safety Professional) to up-skill the caretaker in the use of fire extinguishers during 13/14.
- The Caretaker will attend any in-service meetings with other members of staff pertaining to his role and responsibilities

(P.S. In the matter of fire extinguishers these are serviced annually by Jack Somers.)

23. School Plant.

Planned works for 14/15.

- Painting external doors
- Railings in the infant yard around ramps
- Develop area behind the school hall
- Develop a school Library
- Purchase Laptops for use n classrooms
- Replace roof on Infant School Building
- Improve staff toilet facilities

24. Community Involvement

The Board will continue to develop links with the local community. During 12/13 the following will make use of school facilities after school hours:

- Farmers' Market
- Comhaltas Ceoltóiri Éireann
- Karate
- South Tipperary Art Group (S.T.A.G.)
- Tai Chi Club
- Swimming club
- English Summer School (Spanish Students)
- Polish School
- Irish Club
- Drama

The Board will also facilitate the involvement of people from the community with particular expertise in assisting the principal and staff in delivering as comprehensive an education as possible to the students in various curriculum areas.

- Karen Morrissey P.E.
- Parents Computers
- Parents Art Lessons
- Peter Taylor Music

These schemes will be funded by parental voluntary contributions/D.E.I.S. Grants.

25. Post Holders

The following is a list of the Post Holders and their responsibilities.

Eddie Kearney (Deputy Principal).

1. Fulfill functions/duties of Principal in their absence.

2. Supervision Infant Department at 8.45 a.m.
3. Publication of Newsletter twice a year.
4. Arranging for photographer to take photographs and mounting of said photos.
5. Report of school activities to local newspapers/South Tipp Today.
6. Co-ordinator of Gaeilge/English Curriculum.
7. Supervision of playground at 11 a.m.

Catherine Kearney.

1. Supervision of pupils at front exit at 3.00 p.m. until 3.15 p.m.
2. Library coordinator
3. Co-ordinator of History Curriculum
4. Deputy Designated Liaison Person (Children First)
5. Co-ordinator of Drumcondra Tests.

James Fenlon.

1. Up-date/keeping of school registrar.
2. Monitor the up-dating and distribution of Pupil Profiles.
3. Preparation of Class Discipline Files and distribution of same at the commencement of the school year.
4. Updating/keeping of school data base.
5. Co-ordinator of Geography Curriculum
6. Secretary to Staff Meetings.
7. Website co-ordinator.

26. D.E.I.S. 2014/15

The above programme for 2014/15 will cover the following areas:

- Literacy
- Numeracy
- Attendance
- Community involvement
- Parental involvement.

A copy of the programme is available on request.

Epilogue.

The Board will monitor the implementation of this PLAN over the course of 14/15 and will amend it if appropriate.

The Board wishes to acknowledge the highly professional approach and outstanding dedication and cooperation of the school staff and Parents' Council in helping it to provide a holistic education to the students

It also wishes to acknowledge the help and assistance it receives from individuals and outside agencies (e.g. Junior Achievement Programme/Adult

Literacy/NEPS/CAPS/Speech and Language Department) in helping it fulfil its educational mission to children.